

900

Hampton Roads Regional Jail Staffing Study

Completed by
William Wilson
Compliance and Accreditation Unit
Virginia Department of Corrections

INTRODUCTION

The Hampton Roads Regional Jail, located at 2690 Elmhurst lane Portsmouth, Virginia. The jail serves the Cities of Hampton, Newport News, Portsmouth and Norfolk and has a Department of Corrections Rated Capacity of 798 beds. .The current Superintendent is Roy W. Cherry. The Hampton Roads Regional Jail is unique in that all its member jurisdictions still operate their own jails. The member jurisdictions therefore send those inmates with mental health and medical issues along with disciplinary problems to the Hampton Roads Regional Jail. Hampton Roads Regional Jail houses one of the largest populations of the mentally ill in the state.

PHYSICAL PLANT

The jail was constructed and opened in 1998 and is a single level, direct supervision, facility containing 16 pods, each of which also have a mezzanine level. The jail has a Department of Corrections Rated Capacity of 798 beds.

METHODOLOGY

The methodology used for this study consisted of physical plant analysis, post audit, staff use study and interviews with key administrative staff of the Hampton Roads Regional Jail.

FINDINGS

Most jails have three basic levels of classification, Minimum, Medium and Maximum Custody. Of these levels maximum is normally somewhere around 20% of the population. In fact the Standards for the construction of jails in the State of Virginia mandate levels of 40% minimum, 40% medium and 20% maximum. However due to the unique population of the Hampton Roads Regional Jail the maximum security classification is far higher than the normal 20%. Many of those that are not in the maximum level require close supervision due to their medical issues. Inmate movement within the facility many times requires two officers.

The original staffing analysis for the jail did not call for pod controls to be manned between the hours of midnight and 0700. However due to the volatility of this inmate population, inmate and officer safety require 24 hour manning of these posts.

The jail currently receives funding from the Virginia Compensation Board for 303 positions. Of these positions, 249 are full time permanent security positions (not including the Superintendent). There are also 7 funded emergency positions. . The facility also receives funding for 5 Cooks, 8 Secretaries, 1 Records Technician, 1LIDS Technician and 31 Medical Personnel.

Per the Compensation Board, the Average Daily Population (ADP) for 2006 was 1189 inmates per day of which 196 inmates were federal. This leaves an (ADP) of 993 state and local responsible inmates. Therefore the jail was running 24.3% over its rated capacity for state and local responsible inmates and 49% over rated capacity for all inmates. For the last 4 months of 2007 the Compensation Board's Tuesday Report shows the ADP was 1229.4 inmates per day of which an average of 154 inmates were federal. This leaves an ADP for state and local responsible inmates of 1075 inmates per day or 34.7% over rated capacity and 54% over rated capacity for all inmates.

Using the ADP for the last 4 months of 2007, Compensation Board Standards, the jail may be allotted a maximum of 266 security positions at its rated capacity of 798 beds(1 security position for every 3 inmates of rated capacity) and an additional 55 emergency positions (a minimum of 1 security position for every 5 inmates over rated capacity). However the Compensation Board does not usually consider a jail to be overcrowded for emergency positions purposes unless the jail has exceeded 100% over rated capacity for more than 1 year.

Also, Compensation Board Standards allow 1 medical, classification or treatment position for every 25 inmates of ADP. Currently the jail has 31 medical positions and classifications are being done by security positions. Based on a state and local responsible ADP of 1075, the jail should be receiving a total of 43 medical, classification or treatment positions. This would free up the security positions for their intended purpose.

Additionally, there should be an increase of two secretarial positions as the ADP is 1075 and the Compensation Board's Standard is 1 secretarial position for every 100 ADP.

RECOMMENDATIONS

1. The 249 current security positions should be increased to the maximum allowable for the rated capacity of 798 beds of 266 permanent positions.
2. Medical, classification and treatment positions should be increased from the current 31 positions to the maximum allowable of 43. . This would free up those sworn security positions to be used for their intended purpose and would also provide for some badly needed additional medical positions.
3. Although the Compensation Board would not normally consider the jail to be eligible for emergency positions, since the jail was only at 34.7% above its rated capacity for the last 4 months of 2007, the volatile and excessively needy population at the Hampton Roads Regional Jail makes this facility very staff intensive. It is therefore strongly recommended that the consideration be given to increase the emergency positions from 7 to a minimum of 25. This would be a net increase of 18 positions.

It should be noted that the Compensation Board does not currently provide positions for transportation. These positions need to be filled none the less. Currently the Sheriff's Departments of the of the participating localities make the initial transport of an offender to their own jail. The Hampton Roads Regional Jail is responsible for pick ups at the member jurisdiction's jails. Although initial transport to a regional jail, in most cases,

is the responsibility of the sheriff or local police department, this is once again a unique situation, because all the members currently operate their own jails.

Additional transports to court, medical transports, mental health transports and family emergency (i.e. funeral transports). There should be a minimum of four 24/7 posts or 20 positions for emergency and medical transport. There should also be a minimum of two 8/5 posts for each member jurisdiction for court transport during the work week. That would be 8 posts with a shift relief factor of 1.5 or 12 more positions. There should therefore be a total of 32 positions for transportation.

It should be understood that any recommended additional positions could be funded by either the Compensation Board or by the local jurisdiction, or by a combination of both. It should further be understood that this study does not commit the Compensation Board or any other body to fund any positions that may be recommended.